

NIPOMO COMMUNITY SERVICES DISTRICT

Celebrating 42 - Years of Service 1965 - 2007

AGENDA

AUGUST 8, 2007 9:00 A. M.

BOARD ROOM 148 SOUTH WILSON STREET, NIPOMO, CA

BOARD of DIRECTORS

MICHAEL WINN, **PRESIDENT**
LARRY VIERHEILIG, **VICE PRESIDENT**
CLIFFORD TROTTER, **DIRECTOR**
ED EBY, **DIRECTOR**
JAMES HARRISON, **DIRECTOR**

PRINCIPAL STAFF

BRUCE BUEL, **GENERAL MANAGER**
LISA BOGNUDA, **ASSIST. GENERAL MANAGER**
DONNA JOHNSON, **BOARD SECRETARY**
JON SEITZ, **GENERAL COUNSEL**
DAN MIGLIAZZO, **UTILITY SUPERVISOR**

Mission Statement: The Nipomo Community Services District's mission is to provide the community with reliable, quality and cost-effective services.

Vision Statement: The Nipomo Community Services District's vision is to manage the resources and future growth of the community.

NOTE:

- *All comments concerning any item on the agenda are to be directed to the Board President.*
- *Consistent with the Americans with Disabilities Act and California Government Code §54954.2 requests for disability related modification or accommodation, including auxiliary aids or services may be made by a person with a disability who requires the modification or accommodation in order to participate at the below referenced public meeting by contacting the District General Manager or Assistant Administrator at 805-929-1133.*
- *District-prepared staff reports and documents are generally posted on the District's website {NCSD.CA.GOV} on the same date the agenda is posted.*
- *Items may be taken out of order. The Board typically breaks for lunch at approximately 12 noon and conducts closed session at that time, reconvening to public session at approximately 1:00 p. m.*
- *Please turn off any cell phone during the meeting, as a courtesy to others.*

A. CALL TO ORDER AND FLAG SALUTE

NEXT RESOLUTION 2007-1033

NEXT ORDINANCE 2007-107

B. ROLL CALL

C. PRESENTATIONS AND PUBLIC COMMENT

C-1) COMMANDER BASTI OF SOUTH COUNTY SHERIFF'S OFFICE

Presentation of Sheriff's Activities on the Nipomo Mesa

C-2) BATTALION CHIEF BILL FISHER OF CAL FIRE

Presentation of CAL FIRE Activities on the Nipomo Mesa

C-3) DON PHILLIPS AND RALPH BALDIVIA OF RAYNE WATER CONDITIONER CO.

Presentation on Water Softener Technology

C-4) DIRECTORS' ANNOUNCEMENTS OF DISTRICT & COMMUNITY INTEREST

Receive Announcements from Directors Items of District & Community Interest

C-5) PUBLIC COMMENT ON ITEMS NOT ON AGENDA

Any member of the public may address and ask questions of the Board relating to any matter within the Board's jurisdiction not on the Board's agenda or pending before the Board.

Public Comment is limited to three (3) minutes or otherwise at the discretion of the President.

**Nipomo Community Services District
REGULAR MEETING
AGENDA**

- D. CONSENT AGENDA *The following items are considered routine and non-controversial by staff and may be approved by one motion if no member of the Board wishes an item removed. If discussion is desired, the item will be removed from the Consent Agenda and will be considered separately. Questions or clarification may be made by the Board members without removal from the Consent Agenda. The recommendations for each item are noted in brackets.*
- D-1) APPROVE WARRANTS [RECOMMEND APPROVAL]
 - D-2) APPROVE BOARD MEETING MINUTES [RECOMMEND APPROVAL]
Approve Minutes of July 25, 2007 Meetings
 - D-3) ACCEPT NEWDOLL TRACT 2939 WATER AND SEWER IMPROVEMENTS AT 365 SOUTH FRONTAGE ROAD [RECOMMEND ADOPTION]
 - D-4) REVISE POLICY REGARDING USE OF MEETING ROOM [RECOMMEND ADOPTION]
 - D-5) ACCEPT BEAUCHAMP WATER AND SEWER IMPROVEMENTS FOR APN 090-161-012 SOUTH OAKGLEN [ADOPT RECOMMENDATION]
- E. ADMINISTRATIVE ITEMS
- E-1) APPOINT MEMBERS TO PARKS CITIZENS ADVISORY COMMITTEE [ADOPT RECOMMENDATION]
 - E-2) ADOPT POLICY REGARDING CHARGES FOR SPECIAL MEETINGS HELD AT THE REQUEST OF APPLICANTS [ADOPT RESOLUTION]
 - E-3) REVIEW AFFORDABLE HOUSING ORDINANCES FINAL ENVIRONMENTAL IMPACT REPORT [FORWARD COMMENTS TO COUNTY]
 - E-4) REVIEW REVISIONS PROPOSED TO SLO COUNTY FRAMEWORK FOR PLANNING (INLAND) [FORWARD COMMENTS TO COUNTY]
- F. MANAGER'S REPORT
- G. COMMITTEE REPORTS
- 1. 7/23/07 Southland WWTF Upgrade Project Committee Meeting
- H. DIRECTORS' REQUESTS TO STAFF AND SUPPLEMENTAL REPORTS

**Nipomo Community Services District
REGULAR MEETING
AGENDA**

I. CLOSED SESSION ANNOUNCEMENTS

1. CONFERENCE WITH LEGAL COUNSEL PENDING LITIGATION GC§54956.9 SMVWCD VS NCSO SANTA CLARA COUNTY CASE NO. CV 770214 AND ALL CONSOLIDATED CASES.
2. CONFERENCE WITH LEGAL COUNSEL PENDING LITIGATION GC§54956.9 MARIA VISTA VS. NCSO CASE NO. CV 040877, MARIA VISTA VS. NCSO CASE NO. CV 061079, AND MARIA VISTA VS. LINDA VISTA FARMS, NCSO ET AL CASE NO. CV 040150;
3. CONFERENCE WITH LEGAL COUNSEL RE: PENDING LITIGATION PURSUANT TO GOVERNMENT CODE SECTION 54956.9; NCSO VS. SLO COUNTY (CASE NO. CV 070066)
4. CONFERENCE WITH LEGAL COUNSEL RE: PENDING LITIGATION PURSUANT TO GOVERNMENT CODE SECTION 54956.9; MARIA VISTA ESTATES V. NCSO ET AL. (CASE NO. ND07-10362RR IN UNITED STATES BANKRUPTCY COURT, CENTRAL DISTRICT, NORTHERN DIVISION

J. PUBLIC COMMENT ON CLOSED SESSION ITEMS

K. ADJOURN TO CLOSED SESSION

L. OPEN SESSION

ANNOUNCEMENT OF ACTIONS, IF ANY, TAKEN IN CLOSED SESSION

ADJOURN

➤ **THE NEXT REGULAR BOARD MEETING IS AUGUST 22, 2007.**

TENTATIVELY SCHEDULED ITEMS INCLUDE:

- Various Intent-To-Serve Applications
- Revision of Water Allocation Targets by Use Type
- General Manager Performance Review

➤ **THE NEXT SPECIAL BOARD MEETING IS AUGUST 15, 2007.**

TENTATIVELY SCHEDULED ITEMS INCLUDE:

- Review Combined Water Rate Study
- Review Sewer User Charge Basis of Calculation

TO: BOARD OF DIRECTORS
FROM: BRUCE BUEL
DATE: AUGUST 3, 2007



CONSENT AGENDA

The following items are considered routine and non-controversial by staff and may be approved by one motion if no member of the Board wishes an item be removed. If discussion is desired, the item will be removed from the Consent Agenda and will be considered separately.

**Questions or clarification may be made by the Board members
without removal from the Consent Agenda.**

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APN 090-161-012 SOUTH OAKGLEN [ADOPT RECOMMENDATION]

T:\BOARD MATTERS\BOARD MEETINGS\BOARD LETTER\BOARD LETTER 2007\CONSENT AGENDA\CONSENT 08-08-07.DOC

TO: BOARD OF DIRECTORS
 FROM: BRUCE BUEL
 DATE: AUGUST 3, 2007

**AGENDA ITEM
 D-1
 AUGUST 8, 2007**

HAND WRITTEN CHECKS

07-18-07	19019	J HARRISON	50.00
07-18-07	19020	M WINN	50.00
07-23-07	19021	J HARRISON	50.00
07-23-07	19022	M WINN	50.00
07-23-07	19023	ST WATER RESOURCES CB	40.00
07-31-07	19024	ST WATER RESOURCES CB	175.00

**TOTAL COMPUTER
 CHECKS
 \$ 184,535.46**

VOIDED CHECKS

NONE

COMPUTER GENERATED CHECKS

Number	Date	Vendor/Organization	Invoice Id	Date	Description/Reference	Period	Amount	Amount Paid
13836	07/27/07	EMP01 EMPLOYMENT DEVELOP DEPT	A70723	07/23/07	STATE INCOME TAX	07-07	736.61	736.61
13837	07/27/07	MID01 MIDSTATE BANK-PR TAX DEP	A70723	07/23/07	COMBINED CHECK	07-07	3912.00	3912.00
13838	07/27/07	MID02 MIDSTATE BANK - DIRECT DP	A70723	07/23/07	NET PAY	07-07	21752.46	21752.46
13839	07/27/07	PER01 PERS RETIREMENT	A70723	07/23/07	PERS PAYROLL REMITTANCE	07-07	6571.30	6571.30
13840	07/27/07	SIM01 SIMMONS, DEBRA	A70723	07/23/07	WAGE ASSIGNMENT	07-07	150.00	150.00
13841	07/27/07	STA01 STATE STREET GLOBAL	A70723	07/23/07	457 DEFERRED COMP	07-07	1105.00	1105.00

Check Number	Check Date	Vendor Number	Name	Gross Amount	Discount Amount	Net Amount	Invoice #	Payment Information Description
013842	08/08/07	ABA01	ABALONE COAST BACTERIOLOG	176.00	.00	176.00	1646	TOWN WWTF LAB
				20.00	.00	20.00	1674	BL WWTF LAB
				115.20	.00	115.20	1675	TOWN & BL WATER LAB
				80.00	.00	80.00	1676	TWON WATER LAB
				14.00	.00	14.00	1677	NEW WATER MAIN LAB
				176.00	.00	176.00	1683	TOWN WWTF LAB
				20.00	.00	20.00	1684	BL WWTF LAB
				28.80	.00	28.80	1685	BL WWTF LAB
				20.00	.00	20.00	1697	BL WWTF LAB
				14.40	.00	14.40	1698	NEW WATER MAIN LAB
				20.00	.00	20.00	1710	BL WWTF LAB
				80.00	.00	80.00	1718	TOWN & BL WATER LAB
				20.00	.00	20.00	1719	BL WWTF LAB
				176.00	.00	176.00	1727	TOWN WWTF LAB
				20.00	.00	20.00	1735	BL WWTF LAB
				14.00	.00	14.00	1736	TOWN WATER LAB
			Check Total.....:	994.40	.00	994.40		
013843	08/08/07	ADV01	ADVANTAGE ANSWERING PLUS	104.95	.00	104.95	87101	ANSWERING SERVICE
013844	08/08/07	ALX01	ALEXANDER'S CONTRACT SERV	2077.26	.00	2077.26	70012	METER READING SERVICE
013845	08/08/07	AME03	AMERI PRIDE	69.81	.00	69.81	F238215	UNIFORMS ETC
				111.05	.00	111.05	F243807	UNIFORMS ETC
			Check Total.....:	180.86	.00	180.86		
013846	08/08/07	AQU01	AQUA-METRIC SALES CO.	2721.47	.00	2721.47	18030	METERS
013847	08/08/07	B&B01	B & B STEEL & SUPPLY	344.80	.00	344.80	278624	SUPPLIES FOR WWTF
013848	08/08/07	BLU01	BLUEPRINT EXPRESS	8.08	.00	8.08	30249	PRINTING
013849	08/08/07	BRE02	BRENTAG PACIFIC INC.	597.87	.00	597.87	457741	CHLORINE
				523.18	.00	523.18	457742	CHLORINE
			Check Total.....:	1121.05	.00	1121.05		
013850	08/08/07	BRI01	BRISCO'S	109.20	.00	109.20	133834	SUPPLIES FOR GENERATOR
				374.00	.00	374.00	133840	TOWN WWTF SUPPLIES
				508.45	.00	508.45	134050	BEVINGTON INSULATION
			Check Total.....:	991.65	.00	991.65		
013851	08/08/07	CAN02	CANNON ASSOCIATES	160.00	.00	160.00	41622	BL LIFT STN MAINT
				326.25	.00	326.25	41623	MAINT ON TANK LEVEL
				305.00	.00	305.00	41624	BEVINGTON
				646.25	.00	646.25	41625	LA MIRADA LFT STN MAINT
				3910.75	.00	3910.75	41626	BL WATER MAINT
			Check Total.....:	5348.25	.00	5348.25		
013852	08/08/07	COA01	COASTLINE EQUIPMENT	338.13	.00	338.13	3955425	STARTER CYL
013853	08/08/07	COR01	CORBIN WILLITS SYSTEMS	724.18	.00	724.18	A707151	BILLING SUPPORT

**NIPOMO COMMUNITY SERVICES DISTRICT
WARRANTS AUGUST 3, 2007**

**AGENDA ITEM
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AUGUST 8, 2007
PAGE TWO**

Check Number	Check Date	Vendor Number	Name	Gross Amount	Discount Amount	Net Amount	Invoice #	Payment Information- Description
013854	08/08/07	CUE01	CUESTA EQUIPMENT	3030.87 390.15	.00 .00	3030.87 390.15	336639 336638+	CONCRETE MIXER SUPPLIES
			Check Total.....:	3421.02	.00	3421.02		
013855	08/08/07	EBY01	EBY, ED	100.00	.00	100.00	080807	REG BD MEETING 080807
013856	08/08/07	FGL01	FGL ENVIRONMENTAL	97.00 122.00 122.00 484.00 610.00 317.00 112.00 187.00 81.00 56.00 187.00 81.00	.00 .00 .00 .00 .00 .00 .00 .00 .00 .00 .00 .00	97.00 122.00 122.00 484.00 610.00 317.00 112.00 187.00 81.00 56.00 187.00 81.00	706008A 706984A 707227A 707434A 707436A 707451A 707734A 707741A 707742A 708061A 708062A 708070A	TOWN WWTF LAB TOWN WWTF LAB TOWN WWTF LAB TOWN WWTF LAB TOWN WWTF LAB BL WWTF LAB BL WWTF LAB TOWN WWTF LAB TOWN WWTF LAB BL WWTF LAB TOWN WWTF LAB TOWN WWTF LAB
			Check Total.....:	2456.00	.00	2456.00		
013857	08/08/07	FIS01	FISHER PUMP SERVICE	21986.39	.00	21986.39	451	SUNDALE BOWL ASSEMBLY
013858	08/08/07	FOR01	FORMS 2020	1485.05 691.80	.00 .00	1485.05 691.80	3283 3284	ENVELOPES ENVELOPES
			Check Total.....:	2176.85	.00	2176.85		
013859	08/08/07	GAS02	GAS COMPANY, THE	14.74 14.79	.00 .00	14.74 14.79	072007 072507	OFFICE HEAT GAS ENGINE 11096988784
			Check Total.....:	29.53	.00	29.53		
013860	08/08/07	GIL01	GLM, INC.	100.00 300.00	.00 .00	100.00 300.00	073107A 073107B	BL LANDSCAPE OFFICE LANDSCAPE
			Check Total.....:	400.00	.00	400.00		
013861	08/08/07	GRO01	GROENIGER & CO	832.05 549.90 1167.95 382.24	.00 .00 .00 .00	832.05 549.90 1167.95 382.24	710314SM 710317SM 710321SM 710324SM	SUPPLIES SUPPLIES HYDRANT SUPPLIES SUPPLIES
			Check Total.....:	2932.14	.00	2932.14		
013862	08/08/07	GWA01	GWA INC	28.00	.00	28.00	080107	FIRE ALARM
013863	08/08/07	HAR02	HARRISON, JAMES	100.00	.00	100.00	080807	REG BD MEETING 080807
013864	08/08/07	IMP02	IMPAC GOVERNMENT SERVICES	259.00 51.20 29.95	.00 .00 .00	259.00 51.20 29.95	063007A 063007B 063007C	DUN & BRADSTREET SUPPLIES FOR MEETING COMPUTER SUPPLIES
			Check Total.....:	340.15	.00	340.15		
013865	08/08/07	LAN02	LANDMARK LANDSCAPE CO INC	214.00	.00	214.00	38666	TRACT 2409 LANDSCAPE MAIN
013866	08/08/07	MCD01	McDONOUGH HOLLAND & ALLEN	1227.40	.00	1227.40	191431	LEGAL SERVICES
013867	08/08/07	MID05	MID STATE BANK PETTY CASH	9.20 24.24 8.00 32.00 40.50	.00 .00 .00 .00 .00	9.20 24.24 8.00 32.00 40.50	080107 080107A 080107B 080107C 080107D	POSTAGE TO RETURN METER SUPPLIES POSTAGE RECORD DOCUMENT SUPPLIES
			Check Total.....:	113.94	.00	113.94		
013868	08/08/07	NEX01	NEXTEL COMMUNICATIONS	315.39	.00	315.39	87314-068	CELL PHONES

**NIPOMO COMMUNITY SERVICES DISTRICT
WARRANTS AUGUST 3, 2007**

**AGENDA ITEM
D-1
AUGUST 8, 2007
PAGE THREE**

Check Number	Check Date	Vendor Number	Name	Gross Amount	Discount Amount	Net Amount	Invoice #	Payment Information Description
013869	08/08/07	NUT01	NU TECH PEST MGMT	265.00	.00	265.00	63078	PEST CONTROL
013870	08/08/07	OFF01	OFFICE DEPOT	125.45	.00	125.45	394285700	SUPPLIES
013871	08/08/07	PER05	PERFORMANCE METER, INC	151.24	.00	151.24	13076	HYDRANT SUPPLIES
013872	08/08/07	PGE01	P G & E	57495.35	.00	57495.35	072307	ELECTRICITY SERVICE
013873	08/08/07	PRE01	PRECISION JANITORIAL	275.00	.00	275.00	164	JULY JANITORIAL SERVICE
013874	08/08/07	QUI03	QUINN RENTAL SERVICES	204.24	.00	204.24	1174774	SUPPLIES
013875	08/08/07	REE02	THE REED GROUP INC	14369.44	.00	14369.44	962	RATE STUDY
013876	08/08/07	RIC01	RICHARDS, WATSON, GERSHON	1951.21	.00	1951.21	153569	WATER RIGHTS ADJUICATION
013877	08/08/07	SAI01	SAIC	14291.13	.00	14291.13	910009+	HYDROLOGIC MONITORING PRO
013878	08/08/07	SAN09	SAN LUIS MAILING SERVICE	716.31 725.91	.00 .00	716.31 725.91	32013A 32013B	CONSERVATION INFORMATION POSTAGE FOR CONSERVATION
			Check Total.....:	1442.22	.00	1442.22		
013879	08/08/07	SLO02	DIV OF ENVIRON HEALTH	221.52	.00	221.52	51639	CROSS CONNECTION WORK
013880	08/08/07	SPM01	SP MAINTENANCE SERVICES	1828.00	.00	1828.00	19595	STREET SWEEPING SERVICE
013881	08/08/07	TRO01	TROTTER, CLIFFORD	100.00	.00	100.00	080807	REG BD MEETING 080807
013882	08/08/07	UND01	UNDERGROUND SERVICE ALERT*	216.24	.00	216.24	70645	UNDERGROUND NOTIFICATION
013883	08/08/07	USA01	USA BLUEBOOK	302.23 298.95	.00 .00	302.23 298.95	416387 416790	SUPPLIES SUPPLIES
			Check Total.....:	601.18	.00	601.18		
013884	08/08/07	USP01	U S POSTAL SERVICE	410.00 58.60	.00 .00	410.00 58.60	080107 080107B	STAMPED PRINTED ENVELOPES STAMPED PRINTED ENVELOPES
			Check Total.....:	468.60	.00	468.60		
013885	08/08/07	VAL01	VALLEY SEPTIC SERVICE	825.00 1693.50 1339.50	.00 .00 .00	825.00 1693.50 1339.50	4370 4371 4373	PUMPING LIFT STATIONS JETTING KNOTTS ST ETC JETTING THOMPSON ETC
			Check Total.....:	3858.00	.00	3858.00		
013886	08/08/07	VER01	VERIZON	33.27 33.27	.00 .00	33.27 33.27	071907A 071907B	BL PHONE BL PHONE
			Check Total.....:	66.54	.00	66.54		
013887	08/08/07	VIE01	VIERHEILIG, LARRY	100.00	.00	100.00	080807	REG BD MEETING 080807
013888	08/08/07	WAY01	WAYNE COOPER AG SERVICES	150.00	.00	150.00	234	BL WELL #4 TESTING
013889	08/08/07	WIN01	WINN, MICHAEL	100.00	.00	100.00	080807	REG BD MEETING 080807
013890	08/08/07	WIN02	WINN, MICHAEL	72.75 291.00	.00 .00	72.75 291.00	JULY 07 JUNE 07	MILEAGE TO MEETINGS MILEAGE TO MEETINGS
			Check Total.....:	363.75	.00	363.75		
013891	08/08/07	XER01	XEROX CORPORATION	90.20	.00	90.20	26717574	COPIER MAINT
013892	08/08/07	\G005	GREENE, CRAIG	334.06	.00	334.06	000A70701	MQ CUSTOMER REFUND
013893	08/08/07	\M005	MGM TRACTOR SERVICE,	443.83	.00	443.83	000A70701	MQ CUSTOMER REFUND

NIPOMO COMMUNITY SERVICES DISTRICT

Celebrating 42 - Years of Service 1965 - 2007

MINUTES

JULY 25, 2007 9:00 A. M.

BOARD ROOM 148 SOUTH WILSON STREET, NIPOMO, CA

BOARD of DIRECTORS

MICHAEL WINN, **PRESIDENT**
LARRY VIERHEILIG, **VICE PRESIDENT**
CLIFFORD TROTTER, **DIRECTOR**
ED EBY, **DIRECTOR**
JAMES HARRISON, **DIRECTOR**

PRINCIPAL STAFF

BRUCE BUEL, **GENERAL MANAGER**
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DAN MIGLIAZZO, **UTILITY SUPERVISOR**

Mission Statement: The Nipomo Community Services District's mission is to provide the community with reliable, quality and cost-effective services.

Vision Statement: The Nipomo Community Services District's vision is to manage the resources and future growth of the community.

00:00:00

A. CALL TO ORDER AND FLAG SALUTE

President Winn called the meeting to order at 9:00 a.m. and led the flag salute.

00:00:50

B. ROLL CALL

At Roll Call, all Board members were present.

00:01:09

C. PRESENTATIONS AND PUBLIC COMMENT

C-1) MIKE NUNLEY OF BOYLE ENGINEERING

Mike Nunley, Project Manager for support services to the District for the Southland Wastewater Treatment Facility, presented an update on the Southland Wastewater Treatment Facility Master Plan. A draft master plan has been submitted. Boyle Engineering is coordinating with Fugro West, Inc. who is performing the geologic work. There was a committee meeting Monday, July 23, 2007. Boyle is comparing the necessary permits with the current permits. Solids handling will be one of the next tasks. The Board asked Mr. Nunley questions. He answered that the State's requirements are unknown at this time.

The Board thanked Mr. Nunley for his report.

C-2) NCSD UTILITY SUPERVISOR DAN MIGLIAZZO

Dan Migliazzo, District Utility Supervisor, reviewed the utility operations that have been on-going during the last month. He reviewed the efficiency tests that were taken on several well pumps. After retrofitting some motors, the efficiency increased significantly. Applications have been submitted for rebates from PG&E. Standardization programs are in process. Mr. Migliazzo answered questions from the Board.

C-3) DIRECTORS' ANNOUNCEMENTS OF DISTRICT AND COMMUNITY INTEREST
Receive Announcements from Directors Items of District and Community Interest

Director Harrison

SCAC meeting July 23, 2007 – There was an 18-unit project that was changed. He asked if the developer would need a different kind of Will-Serve letter for the amended project. (Mr. Buel answered that he would need to evaluate it. If the land use hasn't changed, then the old letter should apply.)

Nipomo Community Services District
REGULAR MEETING
MINUTES

C-3) DIRECTORS' ANNOUNCEMENTS OF DISTRICT AND COMMUNITY INTEREST
(continued)

Director Harrison

A representative from Culligan Water Conditioning came to the Board – how about another? (Mr. Buel answered that a representative from Rayne Water Conditioning Co. is scheduled to come to the next regular Board meeting.)

The Chamber event at the park went well.

Fundraiser at the Dana Adobe also went well.

Director Eby

The fundraiser for the Dana Adobe raised approx. \$22,000.

Costco has water softeners for sale. The box stated that they use less salt. What impact will this have?

Director Winn

Tues. July 17, 2007 – Board of Supervisors approved revisions of a horse ordinance. This may shift the requirements from net to gross acreage and may increase the number of horses that may be kept on the mesa. County staff will come back with a revised ordinance at a later date. Horses use a substantial amount of water.

July 19, 2007 – Planning Commission considered affordable housing – EIR is out

- RSF minimum would be reduced from 6000 to 5000 square feet and triplexes from 6000 to 4000 sq ft. No parks are required.
- RMF density would shift from 10 to 20 per acre (Homebuilders Assoc. is arguing for 30 per acre).

Board of Supervisors also considered a document "Framework for Planning." It is an effort to incorporate smart-growth principles to densify the core of the community.

July 24, 2007, Board of Supervisors considered the application from Ortiz for a subdivision. The applicants claim to overlie a sizeable and reliable source of water.

August 2nd is the deadline for comments from the District.

July 25, 2007, 3:00 p.m. – Transfer of Development Credits Blue Ribbon Committee – in SLO County Room 161.

There will be no WRAC meeting for August.

C-4) PUBLIC COMMENT ON ITEMS NOT ON AGENDA

There was no public comment.

00:40:01

D. CONSENT AGENDA

D-1) APPROVE WARRANTS

D-2) APPROVE BOARD MEETING MINUTES

Approve Minutes of June 20, 2007; June 27, 2007; and July 2, 2007 Meetings

D-3) REVIEW PROCESS FOR REVIEW OF GENERAL MANAGER'S PERFORMANCE

D-4) ENDORSE SLO COUNTY INTEGRATED REGIONAL WATER MANAGEMENT PLAN

D-5) ACCEPT 2ND QUARTER INVESTMENT REPORT

D-6) AUTHORIZE RECORDATION OF QUITCLAIM DEEDS REJECTING MARIA VISTA ESTATES DRAINAGE FACILITIES

D-7) ACCEPT BAUR TRACT 2595 WATER AND SEWER IMPROVEMENTS AT 180 WEST PRICE STREET

RESOLUTION NO. 2007-1030

A RESOLUTION OF THE BOARD OF DIRECTORS OF THE NIPOMO COMMUNITY SERVICES DISTRICT
ACCEPTING THE WATER AND SEWER IMPROVEMENTS FOR TRACT 2595 (BAUR)

**Nipomo Community Services District
REGULAR MEETING
MINUTES**

D. CONSENT AGENDA (continued)

D-8) RECEIVE STAFF'S PROPOSED POLICY RE REQUIRING APPLICANTS TO PAY FOR THE ADDITIONAL COST OF SPECIAL MEETINGS CALLED TO CONSIDER A SPECIFIC PROJECT

The Board discussed the items on the Consent Agenda. There were some edits for the June 27, 2007, Minutes (D-2) and the Investment Policy (D-5). Upon motion by Director Vierheilg and seconded by Director Harrison, Board unanimously approved the Consent Agenda, as modified. There was no public comment. Vote 5-0.

YES VOTES	NO VOTES	ABSENT
Directors Vierheilg, Harrison, Trotter, Eby, and Winn	None	None

E. ADMINISTRATIVE ITEMS

E-1) RECEIVE DRAFT PARKS SURVEY AND ORDER EDITS

Bruce Buel, General Manager, reviewed the process for development of the Parks Survey. He introduced Mr. Cross.

Justin Cross, representative of Campbell-Rinker reviewed each page of the Parks Survey. He stated that cooperation from the respondents was high. Copies of the final report will be provided to Pete Jenny, Supervisor Achadjian, Chairperson of the SCAC and others. There was no public comment.

Upon motion by Director Harrison and seconded by Director Trotter, the Board unanimously agreed to accept the report and authorized Campbell-Rinker to publish the final report. Vote 5-0.

YES VOTES	NO VOTES	ABSENT
Directors Harrison, Trotter, Eby, Vierheilg, and Winn	None	None

The Board took a break at 10:40 a.m. and returned at 10:55 a.m.

The Board agreed to consider Item E-3 next and move Item E-2 to be considered after E-6. President Winn asked if there was anyone in the audience to comment on Item E-2. There was no one to comment on Item E-2.

01:41:16

E-3) RECEIVE DRAFT COMBINED WATER SYSTEM FINANCIAL PLAN AND USER RATES EVALUATION; ORDER EDITS; AND SET WORKSHOP FOR PUBLIC FEEDBACK

Bruce Buel, General Manager, reviewed the process to receive the Draft Financial Plan and User Rate Evaluation for the Blacklake and Town water systems and the Town sewer system.

Robert Reed, The Reed Group, Inc., presented the draft report to the Board. (A copy of the Power Point presentation is available for viewing in the District office.)

Director Trotter asked about the Blacklake assets that were turned over from the County to the District.

Lisa Bognuda, Assistant General Manager, answered that the County provided its information about Blacklake's assets.

Nipomo Community Services District
REGULAR MEETING
MINUTES

E-3) RECEIVE DRAFT COMBINED WATER SYSTEM FINANCIAL PLAN AND USER RATES EVALUATION; ORDER EDITS; AND SET WORKSHOP FOR PUBLIC FEEDBACK
(continued)

The following member of the public spoke on the merger:

Bill Nelson, NCSD resident - Blacklake has to match the equity in the Town Capacity Fund even though Blacklake increases the Town Water Division's capacity which is greater than water Blacklake is receiving. BL is not getting credit for that. Four million dollars of the seven million dollars that the Town has in reserves are in capacity charges. Shouldn't Blacklake get some credit for providing additional water to the Town Division's capacity?

Mr. Buel disagreed. If Blacklake were truly stand-alone, Blacklake Well #4 would have trouble keeping up with the demands of the Blacklake water users and especially peak-demand. At this time Sundale Well is used for peaking.

Director Trotter added that Blacklake wells cannot meet the total demand.

Director Harrison asked about a rate increase in relation to the Blacklake merger. Mr. Buel suggested that the Board allow Blacklake customers to pay off the surcharge in one lump sum. Should they desire not to do that, then the payoff could spread the surcharge over a ten-year period and provide notice to the customers of the proposed increase.

Jon Seitz, District Legal Counsel, stated that Blacklake property owners will get the opportunity to protest after notice has been sent to property owners.

Upon motion by Director Vierheilig and seconded by Director Eby, the Board agreed to support the merger of the Blacklake and the Town water systems subject to ratification by the ratepayers adjusting the rates, approving the unified rate structure to support the merger between Blacklake and the Town, which shall include an equity surcharge.

The following members of the public spoke:

Bill Nelson, NCSD resident – stated that he agrees with the merger and thinks it will be supported in Blacklake. It would have cost the Blacklake residents \$800,000 to \$1,000,000 to repair the aging water system which will not need to be repaired with the occurrence of the merger.

Director Harrison stated that he can see how the merger will be beneficial to the Blacklake customers but not how it will benefit the Town customers.

Vote 4-1 with Director Harrison voting no.

YES VOTES	NO VOTES	ABSENT
Directors Vierheilig, Eby, Trotter, and Winn	Director Harrison	None

03:16:24

E-4) RECEIVE DRAFT TOWN SEWER SYSTEM FINANCIAL PLAN AND USER RATES EVALUATION; ORDER EDITS; AND SET WORKSHOP FOR PUBLIC FEEDBACK

Robert Reed, The Reed Group, Inc., presented the draft report to the Board. (A copy of the Power Point presentation is available for viewing in the District office.)

There was no public comment.

**Nipomo Community Services District
REGULAR MEETING
MINUTES**

03:39:25

- E-5 RECEIVE DRAFT BLACKLAKE SEWER SYSTEM FINANCIAL PLAN AND USER RATES EVALUATION; ORDER EDITS; AND SET WORKSHOP FOR PUBLIC FEEDBACK

Robert Reed, The Reed Group, Inc., presented the draft report to the Board. (A copy of the Power Point presentation is available for viewing in the District office.)

The following members of the public spoke:

Bill Nelson, NCSD resident – stated that the Board should not repeat the mistake that was made three years ago when the rates did not reflect the expenses. The expenses should be based on the Cannon Study.

The Board thanked Mr. Reed for the draft report.

03:58:41

I. CLOSED SESSION ANNOUNCEMENTS

Jon Seitz, District Legal Counsel, announced the following items to be discussed in Closed Session. There was no public present.

1. CONFERENCE WITH LEGAL COUNSEL PENDING LITIGATION GC§54956.9 SMVWCD VS NCSD SANTA CLARA COUNTY CASE NO. CV 770214 AND ALL CONSOLIDATED CASES.
2. CONFERENCE WITH LEGAL COUNSEL PENDING LITIGATION GC§54956.9 MARIA VISTA VS. NCSD CASE NO. CV 040877, MARIA VISTA VS. NCSD CASE NO. CV 061079, AND MARIA VISTA VS. LINDA VISTA FARMS, NCSD ET AL CASE NO. CV 040150;
3. CONFERENCE WITH LEGAL COUNSEL RE: PENDING LITIGATION PURSUANT TO GOVERNMENT CODE SECTION 54956.9; NCSD VS. SLO COUNTY (CASE NO. CV 070066)
4. CONFERENCE WITH LEGAL COUNSEL RE: PENDING LITIGATION PURSUANT TO GOVERNMENT CODE SECTION 54956.9; MARIA VISTA ESTATES V. NCSD ET AL. (CASE NO. ND07-10362RR IN UNITED STATES BANKRUPTCY COURT, CENTRAL DISTRICT, NORTHERN DIVISION

J. PUBLIC COMMENT ON CLOSED SESSION ITEMS

There was no public present to comment.

K. ADJOURN TO CLOSED SESSION

The Board adjourned to Closed Session at 1:14 p.m.

03:59:59

L. OPEN SESSION

ANNOUNCEMENT OF ACTIONS, IF ANY, TAKEN IN CLOSED SESSION

The Board came back into Open Session at 2:26 p.m. There was no public present in the audience. Jon Seitz, District Legal Counsel, announced that the Board heard reports from legal counsel on the items listed above. The Board took no reportable action.

The Board considered Item E-2 next.

Nipomo Community Services District
REGULAR MEETING
MINUTES

04:00:52

- E-2) AWARD BID FOR CONSTRUCTION OF BLACKLAKE WWTF POND #3 LINER REPLACEMENT PROJECT AND ADOPT RESOLUTION AUTHORIZING LOAN FROM TOWN SEWER FUND PREDICATED ON REPAYMENT BY BLACKLAKE SEWER CUSTOMERS

Bruce Buel, General Manager, reviewed the situation concerning the bid for construction of the Blacklake Wastewater Treatment Facility Pond #3 Liner Replacement Project. Mr. Buel distributed a revised resolution and explained some changes to the resolution that was presented in the Board packet. There was no one in the audience representing either Raminha Construction or Sansone Construction. Also, there was no one in the audience representing either Raminha Construction or Sansone Construction earlier this morning when the item was originally scheduled. Before the item was continued to the afternoon, the question was asked if there was anyone in the audience to represent either construction company and there was none. The Board was informed about fund balances.

Upon motion by Director Harrison and seconded by Director Eby, the Board unanimously approved Resolution 2007-1031 awarding the bid for the Blacklake WWTF Liner Replacement Project to Raminha Construction, as amended. There was no public present to comment. Vote 5-0.

YES VOTES	NO VOTES	ABSENT
Directors Harrison, Eby, Vierheilig, Trotter, and Winn	None	None

RESOLUTION NO. 2007-1031
A RESOLUTION OF THE BOARD OF DIRECTORS OF THE
NIPOMO COMMUNITY SERVICES DISTRICT
AWARDING THE BLACKLAKE WASTEWATER TREATMENT FACILITY
POND #3 LINER REPLACEMENT BID TO RAMINHA CONSTRUCTION,
INC. (RAMINHA), AUTHORIZING THE GENERAL MANAGER TO
EXECUTE A CONTRACT WITH RAMINHA FOR THE WORK, AND
ESTABLISHING A CONTINGENCY FUND FOR CHANGE ORDERS

Upon motion by Director Harrison and seconded by Director Eby, the Board unanimously approved Resolution 2007-1032 funding the Blacklake WWTF Liner Replacement Project, as amended. There was no public present to comment. Vote 5-0.

YES VOTES	NO VOTES	ABSENT
Directors Harrison, Eby, Vierheilig, Trotter, and Winn	None	None

RESOLUTION NO. 2007-1032
A RESOLUTION OF THE BOARD OF DIRECTORS OF THE
NIPOMO COMMUNITY SERVICES DISTRICT APPROVING AN INTERFUND
LOAN FROM THE DISTRICT'S TOWN DIVISION SEWER RESERVES
TO THE BLACKLAKE SEWER FUND FOR THE PURPOSES OF
FUNDING THE BLACKLAKE WWTF LINER REPLACEMENT PROJECT

04:12:15

- E-6) CONSIDER REQUEST FROM DIRECTOR HARRISON TO RECONSIDER USE OF BOARD CHAMBERS BY INCORPORATION COMMITTEE

Bruce Buel, General Manager, reviewed the request from Director Harrison. The Board discussed the present policy requiring insurance for groups using the Board room. Mr. Buel recommended that the requirement for insurance continue.

Director Trotter left the meeting at 2:50 p.m.

The Board agreed to have this item put on a subsequent agenda for revision. There was no public comment.

MINUTES SUBJECT TO BOARD APPROVAL

**Nipomo Community Services District
REGULAR MEETING
MINUTES**

04:47:37

Adjourn to the Nipomo Community Services District Public Facilities Corporation

Upon motion by Director Vierheilig and seconded by Director Harrison, the Board unanimously agreed to adjourn the regular meeting to the Nipomo Community Services District Public Facilities Corporation. Vote 4-0 with Director Trotter absent.

YES VOTES	NO VOTES	ABSENT
Directors Harrison, Eby, Vierheilig, and Winn	None	Director Trotter

ROLL CALL

The following Board members of the Nipomo Community Services District Public Facilities Corporation were present:

Directors Harrison, Vierheilig, Eby and Winn. Director Trotter was absent.

Public Comment on Agenda Items

A. NIPOMO COMMUNITY SERVICES DISTRICT PUBLIC FACILITIES CORPORATION

Annual Meeting of the Nipomo Community Services District Public Facilities Corporation

Upon motion by Director Eby and seconded by Director Vierheilig, the Board unanimously approved the Minutes of the July 12, 2006, meeting of the Nipomo Community Services District Public Facilities Corporation. There was no public present to comment. Vote 4-0 with Director Trotter absent.

YES VOTES	NO VOTES	ABSENT
Directors Harrison, Eby, Vierheilig, and Winn	None	Director Trotter

ADJOURN TO NCSD REGULAR MEETING

President Winn adjourned the meeting of the Nipomo Community Services District Public Facilities Corporation and reconvened to the Regular Meeting of the Nipomo Community Services District at 3:16 p.m.

04:51:30

F. MANAGER'S REPORT

Bruce Buel, General Manager, presented the Manager's Report as given in the Board Packet. He added that a Special meeting is planned for August 29, 2007, for the Water and Sewer Master Plan.

Also, the SLO County plans to open bids on August 16th for three of the remaining five drainage projects on Mallagh and on Burton. The District may negotiate with the contractor selected by the County to adjust NCSD's water lines and execute an agreement with the County for the County to hire that contractor under a change order to the Contract between the County and the contractor.

Nipomo Community Services District
REGULAR MEETING
MINUTES

05:02:11

G. COMMITTEE REPORTS

- 1. 7/18/07 Parks Committee Meeting

The Board discussed the results of the Parks Committee meeting.

05:06:20

H. DIRECTORS' REQUESTS TO STAFF AND SUPPLEMENTAL REPORTS

Director Vierheilig – Finance, Audit, Personnel Committee will meet August 13, 2007, 9:00 a.m.
August 29, 2007, Water and Sewer Master Plan meeting.
Rate Study Workshop tentatively scheduled for August 15, 2007

Director Winn

Adam Hill is running for the 3rd District Supervisor to replace Jerry Lenthall.

Director Eby

Article in Wall Street Journal about parks

Desalination plant would take 5,000 acres of solar panels in this area to achieve 3,000 acre feet of water.

05:13:59

ADJOURN

President Winn adjourned the meeting at 3:40 p.m.

➤ THE FOLLOWING REGULAR BOARD MEETING IS AUGUST 8, 2007.


TENTATIVELY SCHEDULED ITEMS INCLUDE:

- Southland WWTF Upgrade Project Geo-Hydrology Review
- Reduction of Solid Waste Franchise Fee

➤ THE FOLLOWING SPECIAL BOARD MEETING IS AUGUST 15, 2007.

TENTATIVELY SCHEDULED ITEMS INCLUDE:

- Review of Draft Water and Sewer Master Plan

TO: BOARD OF DIRECTORS
FROM: BRUCE BUEL 
DATE: AUGUST 1, 2007



ACCEPT TRACT 2939 WATER AND SEWER IMPROVEMENTS

ITEM

Acceptance of Tract 2939 water and sewer improvements for 8-lot residential subdivision at 365 South Frontage Road [RECOMMEND APPROVAL].

BACKGROUND

Upon completion of a developer's project, the District accepts improvements of the project after all requirements have been met. The developer (Lori Newdoll) for Tract 2939, an 8-lot residential subdivision located at 365 South Frontage Road, has installed water and sewer improvements and has met the District's conditions:

- Installed the improvements
- Paid associated fees
- Provided the necessary paperwork, including the Offer of Dedication and the Engineer's Certification

RECOMMENDATION

Staff recommends that your Honorable Board approve Resolution 2007-Accept Tract 2939, accepting the water and sewer improvements for Tract 2939.

ATTACHMENT

Resolution 2007-Accept Tract 2939

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**NIPOMO COMMUNITY SERVICES DISTRICT
RESOLUTION NO. 2007-xxxx**

**A RESOLUTION OF THE BOARD OF DIRECTORS
OF THE NIPOMO COMMUNITY SERVICES DISTRICT
ACCEPTING THE WATER AND SEWER IMPROVEMENTS
FOR TRACT 2939 (NEWDOLL)**

WHEREAS, the District approved the construction plans on May 12, 2005, for the water and sewer improvements to be constructed; and

WHEREAS, the water and sewer improvements have been constructed and said improvements are complete and certified by the engineer; and

WHEREAS, on July 24, 2007, the Owner offered the water and sewer improvements to the Nipomo Community Services District; and

WHEREAS, this District has accepted such offer without obligation except as required by law, and

WHEREAS, all water and sewer fees for service, required in conformance with District ordinances, have been paid in full for Tract 2939 (Newdoll).

NOW, THEREFORE, BE IT RESOLVED, DETERMINED AND ORDERED BY THE BOARD OF DIRECTORS OF THE NIPOMO COMMUNITY SERVICES DISTRICT AS FOLLOWS:

That the water and sewer improvements to serve Tract 2939 in Nipomo are accepted by this District.

On the motion by Director _____, seconded by Director _____, and on the following roll call vote, to wit:

AYES:
NOES:
ABSENT:
ABSTAIN:

the foregoing resolution is hereby adopted this 8th day of August, 2007.


Michael Winn, President
Nipomo Community Services District

ATTEST:

APPROVED AS TO FORM:

Donna K. Johnson
Secretary to the Board

Jon S. Seitz
General Counsel

TO: BOARD OF DIRECTORS
FROM: BRUCE BUEL 
DATE: AUGUST 3, 2007

AGENDA ITEM
D-4
AUGUST 8, 2007

REVISE BOARD ROOM USE POLICY

ITEM

Revise Board Meeting Room Use Policy [RECOMMEND ADOPTION].

BACKGROUND

Attached is a draft resolution proposing edits to the Board's adopted Meeting Room Use Policy. The revisions detailed in Exhibit A to the draft resolution are the edits discussed by the Board at its July 25, 2007 Board Meeting.

RECOMMENDATION

Staff recommends that your Honorable Board edit/adopt the attached resolution.

ATTACHMENT

- Draft Resolution

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RESOLUTION NO. 2007-xxxx

**A RESOLUTION OF THE BOARD OF DIRECTORS OF THE
NIPOMO COMMUNITY SERVICES DISTRICT
REVISING ITS BOARD ROOM POLICY**

WHEREAS, the Nipomo Community Services District's (herein "District") wishes to modify the Board Room Use Policy, and

WHEREAS, based on the staff report, staff presentation and public comment, the District finds that the policy established by this Resolution are fair and reasonable.

NOW, THEREFORE, THE BOARD OF DIRECTORS OF THE NIPOMO COMMUNITY SERVICES DISTRICT DOES HEREBY RESOLVE, DECLARE, DETERMINE AND ORDER AS FOLLOWS:

1. The policy establishing the Nipomo Community Services District Board Room Use Policy, attached hereto as Exhibit "A", is hereby approved and adopted, and
2. Resolution 2003-883 is rescinded.

On the motion of Director _____, seconded by Director _____ and on the following roll call vote, to wit:

AYES:
NOES:
ABSENT:
CONFLICTS:

The foregoing hereby adopted this _____th day of _____, 2007.

Michael Winn, President
Nipomo Community Services District

ATTEST:

APPROVED AS TO FORM:

Donna K. Johnson
Secretary to the Board

Jon S. Seitz
District Legal Counsel

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EXHIBIT A
NIPOMO COMMUNITY SERVICES DISTRICT
BOARD ROOM USE POLICY

The District Board Room (sometimes referred to as the "facility") is available to the community of Nipomo in accordance with the following Guidelines;

A. Regular Use:

1. Subject to District use, the District Board Room is available Monday through Friday from 8:30 a.m. to 4:00 p.m.
2. The Board Room is not available on Sundays and District holidays.
3. The rental charge is as follows:
 - \$10.00 per hour, or fraction thereof with a minimum charge of one hour for residents of Nipomo Community Services District
 - \$15.00 per hour, or fraction thereof with a minimum charge of one hour for non-residents
 - No charge for governmental agencies

B. Evenings and Saturdays:

1. Subject to staff availability, the District Board Room is available weekday evenings until 10:30 p.m. and Saturdays from 8:00 a.m. to 4:00 p.m.
2. In addition to the charge referenced in Paragraph A3 above, fifty dollars (\$50.00) will be charged for District office personnel to open and close the building.
3. The fifty dollars (\$50.00) referenced in Paragraph B2 above may be waived if a District Director volunteers to open and close the Board Room.
4. Whoever opens and closes the building (District office personnel or Board of Directors) need not remain at the District office during the reserved time.

C. The following rules apply to the proposed use/occupancy of the Board Room:

1. The use of the Board Room is limited for the purposes of conducting meetings and programs that benefit the community of Nipomo such as youth groups, community groups and other governmental agencies.
2. A refundable cleaning/security deposit of one hundred (\$100.00) is required for the use of the facility, with a designated contact person. Deposits are refunded upon satisfactory acceptance of the facility's condition at the end of the event. Refunds are issued through the District approximately two (2) weeks after the date of use.
3. Permission by the District for a group to use of the Board Room is not an endorsement by the District of that particular group's policies. The name "Nipomo Community Services District" may not be used in the promotion of an event without specific written permission from the District Board of Directors. Any promotion initiated by an applicant prior to receiving written permission for use may result in cancellation of the reservation.

EXHIBIT A
NIPOMO COMMUNITY SERVICES DISTRICT
BOARD ROOM USE POLICY

4. The meeting place shall be identified as the Nipomo Community Services District or NCSD Board Room.
5. The seating capacity is limited to sixty-four (64) persons.
6. The District's Board Room is not intended for long term-use by any one group. Therefore, a particular group's use of the Board Room is limited to four times per month and cannot be reserved for more than two (2) consecutive days for a single event.
7. Reservations for use of the Board Room must be made by an adult (over 18 years old) on the District's standard reservation form that is available at the District's office located at 148 South Wilson, Nipomo. Reservations will not be confirmed until a deposit is paid.
8. Any changes to confirmed reservations must be made no later than five (5) working days prior to the event, or they will not be honored. All changes must be made during regular business hours through the District at (805) 929-1133. Users should carefully plan their event dates, times, and setup to avoid changes to the original reservation.
9. If a need arises to cancel a reservation for the District Board Room, the District will refund the reservation fee in full if District is given at least five (5) working days' advance notice; otherwise, the fees will not be refunded.
10. The General Manager or his/her designee is responsible for approving requests for use and may, at his/her discretion, grant exceptions to these guidelines as deemed appropriate. The General Manager may not waive the rental fees for non-residents or groups outside of the Nipomo Community Services District boundary.
11. The District General Manager reserves the right to refuse use of the Board Room to any group or Applicant for previous misuse.
12. All uses are subject to approval based upon availability, maintenance schedules, and nature of use. The District reserves the right to cancel a group's reservation if the use of the room is essential for official District business.
13. Requests from District residents for fee waiver shall be made in writing to the District General Manager no later than thirty (30) working days prior to the scheduled event.
14. Users are encouraged to inspect the Board Room and restrooms upon arrival and note any problems at that time to a staff member on duty.
15. Groups shall not charge an admission fee or have merchandise sales.
16. Users are required to present evidence of suitable liability insurance in which the District is named primary additional insured. Special Events Insurance may be obtained through SDRMA amongst other sources.

EXHIBIT A
NIPOMO COMMUNITY SERVICES DISTRICT
BOARD ROOM USE POLICY

17. Smoking in the premises or within twenty-five (25) feet of a doorway is prohibited.
18. Kitchen facilities are not available.
19. Permission to use the room is not transferable to other groups. All reservations must be approved through the District.
20. Activities, which will cause excessive wear and tear, will not be allowed, such as handicrafts, activities involving pets, etc.
21. Provisions for adequate protection of exhibits are the responsibility of the Applicant. The District assumes no responsibility for exhibits or materials brought into the District Board Room and does not provide supervision, security or staffing for gatherings.
22. Noise and activity levels should be controlled by the sponsoring group so as not to interfere with the neighborhood or normal District operations.
23. Exhibits or decorating shall not be nailed, stapled, taped, or glued to the ceilings, soundproofing panels, painted surfaces or floors. The Applicant is responsible for all costs associated with any damages incurred during its usage, including District staff time needed to correct the situation. Charges will be deducted from the cleaning/security deposit and additional billing may be necessary.
24. Security of personal property as well as the District's property from theft and vandalism is the sole responsibility of the group representative whose name appears on the reservation form. Therefore, the room should not remain unattended due to breaks, intermissions, etc., during the reserved time. In the event that the group recesses during their reserved time slot, a responsible adult should remain on site.
25. Any group who does not have the reserved room completely vacated of all their attendees at the confirmed ending time of their room reservation, will be considered late. A written warning may be issued to the group and future use of the room may be jeopardized.
26. Groups using the room are responsible for setting up and putting away all furniture needed for their event (please make sure that reservation includes sufficient time to accomplish this). NCSD is not responsible for providing additional tables and chairs. When a group takes possession of the room, the furniture will be set up in a standard configuration. Any deviation from this room configuration (e.g., more tables, fewer chair, changes to the layout of tables and chairs) will be the responsibility of the user group and requires staff approval to ensure that fire code regulations have been met. At the conclusion of the event, tables and chairs must be returned to room configuration (a diagram is posted in the Board Room for reference) (copy attached). If the room is not returned to the proper setup, a written warning may be issued to the group and future use of the room may be jeopardized.

EXHIBIT A
NIPOMO COMMUNITY SERVICES DISTRICT
BOARD ROOM USE POLICY

27. Users are expected to abide by all laws and ordinances set forth by all local, state and federal agencies. Users are also expected to comply with rules and regulations for facility use and obey all District staff members in attendance at facility. Non-compliance will result in cancellation of reservation and loss of fees paid.
28. To assure the safety of the users, all occupancy requirements must be followed and fire exiting pathways and doors must be kept clear for the duration of all reserved events.
29. Personal items may be used in the rooms only during the reserved time slot and may not be stored overnight. In addition, they may not create a potential hazard to others or to the room. Large items, such as full size pianos, must be professionally installed, and should be coordinated with District staff to ensure that there will not be any access or clearance problems.
30. All reservation concerns should be reported to the District Manager or his/her designee, during normal working hours.
31. The District may cancel or reschedule use of the District's Board Room for any reason deemed necessary. Users will be given as much notice as possible. Fees will be refunded, through the District, approximately two (2) weeks after the date of notification.
32. The District is not responsible for accidents, injury or loss of individual property during the facility's use.
32. District staff and Board of Directors may enter the room during Applicant's event for the purposes of conducting District business.

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TO: BOARD OF DIRECTORS
FROM: BRUCE BUEL *BB*
DATE: AUGUST 1, 2007

**AGENDA ITEM
D-5
AUGUST 8, 2007**

ACCEPT BEAUCHAMP APN 090-161-012 WATER AND SEWER IMPROVEMENTS

ITEM

Acceptance of Beauchamp APN 090-161-012 water and sewer improvements for 3 lot residential subdivision on South Oakglen [RECOMMEND APPROVAL].

BACKGROUND

Upon completion of a developer's project, the District accepts improvements of the project after all requirements have been met. The developer (Kevin Beauchamp) for APN 090-161-012, a 3 lot residential subdivision located on South Oakglen, has installed water and sewer improvements and has met the District's conditions:

- Installed the improvements
- Paid associated fees
- Provided the necessary paperwork, including the Offer of Dedication and the Engineer's Certification

RECOMMENDATION

Staff recommends that your Honorable Board approve Resolution 2007-Accept APN 090-161-012, accepting the water improvements for APN 090-161-012.

ATTACHMENT

Resolution 2007-Accept APN 090-161-012

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**NIPOMO COMMUNITY SERVICES DISTRICT
RESOLUTION NO. 2007-xxxx**

**A RESOLUTION OF THE BOARD OF DIRECTORS
OF THE NIPOMO COMMUNITY SERVICES DISTRICT
ACCEPTING THE WATER AND SEWER IMPROVEMENTS
FOR APN 090-161-012 (BEAUCHAMP)**

WHEREAS, the District approved the construction plans on June 11, 2007, for the water and sewer improvements to be constructed; and

WHEREAS, the water and sewer improvements have been constructed and said improvements are complete and certified by the engineer; and

WHEREAS, on August 2, 2007, the Owner offered the water improvements to the Nipomo Community Services District; and

WHEREAS, this District has accepted such offer without obligation except as required by law, and

WHEREAS, all water fees for service, required in conformance with District ordinances, have been paid in full for APN 090-131-012.

NOW, THEREFORE, BE IT RESOLVED, DETERMINED AND ORDERED BY THE BOARD OF DIRECTORS OF THE NIPOMO COMMUNITY SERVICES DISTRICT AS FOLLOWS:

That the water improvements to serve APN 090-161-012 in Nipomo are accepted by this District.

On the motion by Director _____, seconded by Director _____, and on the following roll call vote, to wit:

AYES:
NOES:
ABSENT:
ABSTAIN:

the foregoing resolution is hereby adopted this 8th day of August, 2007.

Michael Winn, President
Nipomo Community Services District

ATTEST:

APPROVED AS TO FORM:

Donna K. Johnson
Secretary to the Board

Jon S. Seitz
General Counsel